Intent to Register
February 1st to March 31st

Telephone: 519-661-3043
Fax: 519-850-2376
www.uwo.ca/arts

Like us on Facebook: westernUArts
Follow us on Twitter: @westernuArts
What’s your module?

Get the information you need and submit your Intent to Register Form online via your student center account by March 31, 2017.
Step 1
View the online Academic Calendar at www.westerncalendar.uwo.ca

Step 2
Attend Departmental Counselling & Faculty Information Sessions – see the schedule online at www.uwo.ca/arts

Step 3
Review Calendar
- Degree Requirements
- Module Requirements
- Course Choices

Submit an Online* ITR by March 31

Step 4
Start Early! You may revise your online ITR until March 31.

In May, Departments will check eligibility for requested choices (Adjudication)
Check your report comments, and degree & module eligibility via student.uwo.ca

*Please note: Some students must submit a paper ITR form. For those few exceptions, please visit www.uwo.ca/arts/counselling/registration/intent_to_register/index.html

Intent to Register 2017
What happens next?

• Online registration appointment dates and priorities are determined.
• Register for courses via student.uwo.ca during the summer.
Online ITR (http://www.uwo.ca/arts/counselling)

Intent to Register 2017

Academic Counselling

Registration

Intent to Register

Info Sessions
Submit Intent to Register

Registration

Intent to Register

Course Selection

Frequently Asked Questions

Important Dates

Related Links

Academic Calendar

Timetable

Office of the Registrar

Logins

Student Development

Registration

Intent to Register

If you are planning to return in September, you must complete your Intent to Register online through the Student Center. By completing your ITR online, you are letting Western know that you are returning, and the program that you plan to take next year. If you do not do this, you will not be able to register for courses.

A review of some Frequently Asked Questions and guides to assist you with the Intent To Register process.

Please view a list of our FAQ's here as well.

Follow the steps below to find out how to select your degree/module(s) and how to submit your Intent to Register form:

Step 1
View your Academic Calendar online or the paper version in our office in The International and Graduate Affairs Building 1N20. Summer Calendars will be available online, and also in our office.

Step 2
PRINT your academic record which is available online at “Student Centre” by visiting student.uwo.ca

Step 3
Read these instructions and visit the Registrar’s Intent to Register website Here
How to use the Online ITR

1) Visit student.uwo.ca. Under “Student Services Link” select “Complete my Intent to Register”.

![Image of the student.uwo.ca website with a red arrow pointing to the "Complete my Intent to Register" link.](image-url)

Western Arts & Humanities
Intent to Register 2017
2) Login One Experience

Login One Experience

If you are having problems logging in, please clear your browser cache and try again.

How to clear your browser cache:

- Apple Safari
- Mozilla Firefox
- Google Chrome
- Internet Explorer

User ID

Password

Sign in
3) Select either full-time or part-time studies:

Intent to Register 2017/2018 - Step 1

Get set up for Fall/Winter 2017/2018!

Your Intent to Register tells Western:

1) that you are planning to return this fall
2) your desired program and module(s)
3) to set you up for course registration.

Intent to Register is available from **February 1st** to **March 31st**. You can find lots of Faculty specific information at: http://registrar.uwo.ca/general-information/how_to_guides/intent_to_register_planning_guide.html

Begin by choosing your intended course load for Fall/Winter 2017/2018.

Continue
3) Select your Faculty:

![Faculty selection interface]

4) Select your degree:

![Degree selection interface]
5) Select your degree type and module(s):

Intent to Register 2017/2018 - Step 4

Please select your Degree from the drop down below:
Honors Bachelor of Arts

Please select your Modules from the drop down below:
Honors Major + Major

Continue
6) Select your module(s) and certificate (if applicable)

* If you would like to declare a certificate, please select “Click here for Certificate”.

Click here for Certificates
7) Confirm your selections

Intent to Register 2017/2018 - Step 6

Confirmation

Faculty of Arts and Humanities
Honors Bachelor of Arts

Major in Medieval Studies
Major in French Studies

Modules Combinations and Overlap
Modules require specific courses, some of which may be common to other modules. Students who wish to combine modules containing the same courses must consult the Department(s) and Faculty concerned to see if such overlap is permitted.

Confirm

8) Choose to complete a second choice or exit:

Intent to Register 2017/2018 - Step 7

You have completed Intent to Register successfully!
Your selections are:

You have selected to continue in your current program.

Faculty of Arts and Humanities
Bachelor of Arts - HON
Medieval Studies - MAJ
French Studies - MAJ

You will now be sent an email to your UWO email account for your records, including a summary of your selections.

You may now select an alternate 2nd choice:

Select 2nd choice

or exit this process, in which case your academic counselling unit will determine your next most eligible degree and module combinations during the adjudication period, should you be found not eligible (ineligible) for your 1st choice

Please close your browser tab when complete.
9) Check your Western email account for your Intent to Register confirmation.

You have completed Intent to Register successfully!

You have selected to continue in your current program.

Faculty of Arts and Humanities
Bachelor of Arts - HON
Medieval Studies - MAJ
French Studies - MAJ

Starting in April, your Intent to Register choices for the following year will be displayed in Student Center under Academics > View My Intent to Register.
A paper form is required only for the following students:

• New SASAH students: Continuing SASAH students can do online ITR.
• New Concurrent Degree students: Continuing Concurrent students can do online ITR.
• Re-registrants: Students not currently registered this year but eligible to return to Western.
• All Second Degree Students: Continuing Second Degree students can do online ITR.
• New Scholar’s Electives Students: Senior Scholar’s Electives Students can do online ITR.
• New Cross-Disciplinary Degree students: Continuing Cross-Disciplinary students can do online ITR.
• Post-Degree Module students
• New Western Scholars: Continuing Western Scholars can do online ITR
Arts & Humanities
Departments & Programs

- Classical Studies
- English and Writing Studies (includes Film Studies)
- French Studies
- Linguistics
- Modern Languages and Literatures
- Philosophy
- Visual Arts
- Women’s Studies

Faculty Modules:

- Major in Arts and Humanities
- Major in Medieval Studies
- Minor in Medieval Studies
- Minor in Digital Humanities
Certificates Offered
(completed concurrently with degree):

- Certificate in Ethics
- Certificat de français pratique
- Certificat de français des affaires
- Certificate in Intercultural Communication for Arabic
- Certificate in Intercultural Communication for German
- Certificate in Intercultural Communication for Italian
- Certificate in Intercultural Communication for Japanese
- Certificate in Intercultural Communication for Spanish
- Certificate in Practical German
- Certificate in Practical Italian
- Certificate in Practical Spanish
- Certificate in Professional Communication
- Certificate in Theatre Arts
- Certificate in Writing

Intent to Register 2017
Degrees Offered

• Honors Bachelor Degree 4-Year
  • (Honors Specialization or Double Major)

• Bachelor of Fine Arts Degree 4-Year
  • (Honors Specialization Studio Arts only)

• Bachelor Degree 4-Year
  • (Specialization or Major)

• Bachelor Degree 3-Year
  • (Major or Double Minor)
Common to all degrees:

• Essential modules
• First-year requirements
• Breadth requirements (Categories A, B, & C)
  ➢ Category A – 1.0 course from faculties of Social Science, Information and Media Studies, or Music
  ➢ Category B – 1.0 course from Arts and Humanities
  ➢ Category C – 1.0 course from the Faculty of Science
• Essay requirements
• Limit on the number of courses completed in one subject
• Limit on the number of first-year courses (maximum of 7.0) that may count towards your degree.
# Worksheet for DEGREE AND MODULE CHOICES in the Faculty of Arts and Humanities

**STEP ONE:** Choose Which Degree you want to pursue:
- Honors Bachelor Degree (20.0 courses)
- Bachelor Degree (Four-Year) (20.0 courses)
- Bachelor Degree (Three-Year) (15.0 courses)

**STEP TWO:** Choose which modules you want to take within that degree.
The possible module selections are listed below under each degree choice:

## HONORS BACHELOR DEGREE (4 Year): 20.0 Courses

Choose one of the following primary module possibilities (A or B):

A. **Honors Specialization in:** [Specify specialization] plus options.
   - Optional/Additional Modules:
     - You may add either a Major module in [Specify module] plus options.
     - or a Minor Module in [Specify module] plus options.
   - OR

B. **Double Major in:** [Specify module] and [Specify module] plus options.

## BACHELOR DEGREE (4 Year): 20.0 Courses

Choose one of the following primary module possibilities (A or B):

A. **Specialization in:** [Specify specialization] plus options.
   - Optional/Additional Modules:
     - You may add either a Major module in [Specify module] plus options.
     - or a Minor module in [Specify module] plus options.
   - OR

B. **Major in:** [Specify major] plus options.
   - Optional/Additional Modules:
     - You can add either a Major module in [Specify module] plus options.
     - or one or two Minors in [Specify modules] plus options.

## BACHELOR DEGREE (3 Year): 15.0 Courses

Choose one of the following primary module possibilities (A or B):

A. **Major in:** [Specify major] plus options.
   - Optional/Additional Module
     - Minor in [Specify minor].
   - OR

B. **Double Minor in:** [Specify minor] and [Specify minor] plus options.

**OPTIONAL** Concurrent Degree/Certificates/Diplomas:

Concurrent Degree in: [Specify degree]
Certificate in: [Specify certificate]
Diploma in: [Specify diploma]
What’s Your Module?

Not sure?

• What are your interests and strengths?
• Check the course descriptions in the calendar online or visit the departmental website to view full syllabi.
• Look at assigned course textbooks in the Bookstore.
• Attend departmental counselling sessions.
• Talk about your options with your Academic Counsellor.
• Which courses are you enjoying most this year?
• Visit the Student Success Center – Career Services in UCC 210.
First Year

✓ 5.0 courses numbered 1000 – 1999
✓ 1.0 course from another Faculty (Category A) or a Science (Category C)

✓ Now, with the first 5 choices, you can start to build your degree.

Classical Studies 1000
Psychology 1000
French Studies 1910
Philosophy 1020
English 1022E

Western Arts & Humanities
Intent to Register 2017
Two Ways to do Each Degree:

• Honors Bachelor of Arts Degree (20.0 courses):
  1) Honors Specialization Module – concentration in one subject
     Examples: Honors Specialization in Film Studies
               Honors Specialization in Philosophy
  2) Double Major Modules – two equal interests.
     Examples: Majors in French and Spanish
               Majors in English and History

• Four-Year Bachelor of Arts Degree (20.0 courses):
  1) Specialization Module – not as intensive as the Honors Specialization module
     Examples: Specialization in Women's Studies
               Specialization in Visual Arts
  2) Major Module – lots of variety – space for many optional courses
     Examples: Major in Art History
               Major in French Studies

• Three-Year Bachelor of Arts Degree (15.0 courses):
  1) Major Module
     Examples: Major in Classical Studies
               Major in Linguistics

  2) Double Minor Modules
     Examples: Minor in Medieval Studies and Minor in German
               Minor in English for Teachers and Minor in Biology
Honors Bachelor Degree (4-Year) 20.0 Courses

**Honors Specialization**

<table>
<thead>
<tr>
<th>Year I</th>
<th>Year II</th>
<th>Year III</th>
<th>Year IV</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 1022E</td>
<td>Classical Studies 1000</td>
<td>French 1910</td>
<td>Women's Studies 1020E</td>
</tr>
<tr>
<td>English</td>
<td>English</td>
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<tr>
<td>Option</td>
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<tr>
<td>Category A</td>
<td>Category C</td>
<td>Category C</td>
<td>Category C</td>
</tr>
</tbody>
</table>

**Double Major**

<table>
<thead>
<tr>
<th>Year I</th>
<th>Year II</th>
<th>Year III</th>
<th>Year IV</th>
</tr>
</thead>
<tbody>
<tr>
<td>Philosophy 1020</td>
<td>French 1900E</td>
<td>Spanish 1030</td>
<td>Film 1022</td>
</tr>
<tr>
<td>French</td>
<td>French</td>
<td>French</td>
<td>French</td>
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<tr>
<td>Spanish</td>
<td>Spanish</td>
<td>Spanish</td>
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<tr>
<td>Option</td>
<td>Option</td>
<td>Option</td>
<td>Option</td>
</tr>
</tbody>
</table>

- 1.0 course from Category A (Other Faculty such as Social Science, MIT, Music...etc.)
- 1.0 course from Category C (Science)
- 2.0 designated essay courses (suffix F/G, or E), including 1.0 numbered 2000 or above
- Maximum of 7.0 first-year courses (1000-1999)
### Honors Bachelor Degree (4-Year) 20.0 Courses

#### Specialization

<table>
<thead>
<tr>
<th>Course</th>
<th>Category</th>
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</thead>
<tbody>
<tr>
<td>Visual Arts</td>
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<tr>
<td>Visual Arts</td>
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<td>Visual Arts</td>
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<td>Visual Arts</td>
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<tr>
<td>Visual Arts</td>
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<tr>
<td>Visual Arts Studio</td>
<td>Category C</td>
</tr>
<tr>
<td>Italian 1030</td>
<td></td>
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<tr>
<td>CLC 1020</td>
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<tr>
<td>Visual Arts History</td>
<td></td>
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<td>Visual Arts History</td>
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<tr>
<td>Studio 1020</td>
<td></td>
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<tr>
<td>Visual Arts History</td>
<td></td>
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<tr>
<td>History 1041 &amp;1045</td>
<td></td>
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<tr>
<td>Sociology 1021E</td>
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</tr>
</tbody>
</table>

#### Major

<table>
<thead>
<tr>
<th>Course</th>
<th>Category</th>
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</thead>
<tbody>
<tr>
<td>Women's Studies</td>
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</tr>
<tr>
<td>Women's Studies</td>
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<tr>
<td>Option</td>
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<td>Option</td>
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<tr>
<td>Visual Arts History</td>
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<td>Women's Studies</td>
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<td>Women's Studies</td>
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<td>Option</td>
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<tr>
<td>Italian 1030</td>
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<tr>
<td>CLC 1021E</td>
<td>Category A</td>
</tr>
<tr>
<td>Phil 1200</td>
<td></td>
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<tr>
<td>Greek 1000</td>
<td></td>
</tr>
<tr>
<td>Women Studies</td>
<td></td>
</tr>
<tr>
<td>1020E*</td>
<td></td>
</tr>
<tr>
<td>CLC 1021E</td>
<td></td>
</tr>
</tbody>
</table>

- 1.0 course from Category A (Other Faculty such as Social Science, MIT, Music…etc.)
- 1.0 course from Category C (Science)
- 2.0 designated essay courses (suffix F/G, or E), including 1.0 numbered 2000 or above
- Maximum of 7.0 first-year courses (1000-1999)
Bachelor Degree (3-Year) 15.0 Courses

Major

- Year I
  - Visual Arts Studio 1020
  - German 1030
  - Latin 1000
  - Philosophy 1200

- Year II
  - Phil.
  - Phil.
  - Phil.

- Year III
  - Phil.
  - Phil.
  - Option

Double Minor

- Year I
  - Classical Studies 1000
  - French 1010
  - English 1020E

- Year II
  - English
  - English
  - Film

- Year III
  - English
  - English
  - Film
  - Option

- Category A
  - 1.0 course from Category A (Other Faculty such as Social Science, MIT, Music…etc.)
- Category C
  - 1.0 course from Category C (Science)
- Category F/G/E
  - 2.0 designated essay courses (suffix F/G, or E), including 1.0 numbered 2000 or above
- Category A
  - Maximum of 7.0 first-year courses (1000-1999)
# Academic Standing Status

## Level 1 Progression

<table>
<thead>
<tr>
<th>Status</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>In Good Standing</td>
<td>≥ 55%</td>
</tr>
<tr>
<td>On Probation</td>
<td>50 – 54%</td>
</tr>
<tr>
<td>Required to Withdraw</td>
<td>&lt; 50%</td>
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</tbody>
</table>

## Level 2 Progression

<table>
<thead>
<tr>
<th>Status</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>In Good Standing</td>
<td>≥ 60%</td>
</tr>
<tr>
<td>On Probation</td>
<td>55 – 59%</td>
</tr>
<tr>
<td>Required to Withdraw</td>
<td>&lt; 55%</td>
</tr>
</tbody>
</table>

## Honors Progression

<table>
<thead>
<tr>
<th>Status</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Honors Progression</td>
<td>70%</td>
</tr>
</tbody>
</table>

## Dean’s Honor List

<table>
<thead>
<tr>
<th>Status</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean’s Honor List</td>
<td>80%</td>
</tr>
</tbody>
</table>
Definitions

**Prerequisite**
A course that must be successfully completed prior to registration for credit in the desired course.

**Corequisite**
A course that must be taken concurrently with (or prior to registration in) the desired course.

**Antirequisite**
Courses that overlap sufficiently in course content that both cannot be taken for credit.

**Courses**
Unless otherwise noted "course", "option", or "full-course equivalent" means one full course or two half-courses (1.0 course).

**Essay Course**
Courses with a significant writing component that is designated E or F/G.

**Principal Course**
Specific first year courses that determine your eligibility for modules.

**Modules**
Set of courses required for degrees (e.g. Major, Minor)

**Subsidiary/Option**
Elective or optional subject within an honors program.
Course Numbering

• 1000-1999 – First-year courses
• 2000-4999 – Senior courses

• A/B – first term/second term non-essay half-course (0.5)
• Y – half-course offered in other than a regular session
• E – essay full course (1.0)
• F/G – first term/second term essay half-course (0.5)
• W/X – first term/second term full-course offered in one term (1.0)
Tips

• **First year requirements**
  • You must complete any missing year 1 courses at your next registration.

• **Affiliated College Courses**
  • Maximum of 1.0 course at an affiliated college, if it is not offered on main campus.

• **Special Permission**
  • Consult the Department concerned to request permission (i.e.: waive prerequisite)

• **Course Load**
  • Maximum of 5.0 courses. Maximum of 5 per term.

• **Repeats**
  • Maximum 1 repeat of a passed course; 2 repeats of a failed course.

• **Update your address!**
Submit your ITR online

• Visit your student center account at student.uwo.ca to submit your ITR.

  OR

• If eligible, submit your paper ITR to the Academic Counselling Office, IGAB 1N20.

March 31 is the deadline to submit your ITR.